

CPSC 203 - Fall 2009

Lab - MW 10:00 - MS 237

Thomas Burt
teburt@ucalgary.ca

"Undergraduate Privileges & Regulations"
- No Food/Drink

Continuous Teaching / Office Time

Thursday 2PM-4PM

LAB

[http://wiki.ucalgary.ca/page/Courses/Computer_Science/CPSC_203/CPSC_203_Template/Labs_Template/Week_1_-_Lab_1:_Introduction_to_Spreadsheets_and_Basic_Calculations_\(revision\)](http://wiki.ucalgary.ca/page/Courses/Computer_Science/CPSC_203/CPSC_203_Template/Labs_Template/Week_1_-_Lab_1:_Introduction_to_Spreadsheets_and_Basic_Calculations_(revision))

Also see "Lab 5" (page 99) of Fluency Computer Skills Workbook

1. Begin by downloading a template at <http://cpsc.ucalgary.ca/~teburt/Dolly.xlsx>
2. Make sure it works / Type in basic data
 1. Fill in a couple of cells in the "Comments" column
3. AutoFill
 1. Fill in the rest of the track numbers
 2. Fill in "Dolly Parton" for the rest of the **Author** column
4. Formatting
 1. Change the **Last Listened To Date** to include the day of week, month name, and year
5. Statistics
 1. Fill in the **Track Duration Statistics** area
 2. Syntax is: "**=FunctionName**(StartCell:EndCell)"
 1. Use the helpful dialogs as demonstrated

Thats it.